

LSTA Panel Evaluation Criteria

EVALUATION RUBRIC

Each application will be evaluated by individual State Library Council members for clarity, completeness and appropriateness as pertaining to the project impact, implementation and budget categories. The point values will be determined using the scoring rubric below:

Project Need	
Criteria	Possible Points (30 max)
Describes who is applying for funding. If the applicant is part of a larger organization, information should be provided on both the applicant and the larger organization.	3
Describes the target population. The description includes information on the characteristics, statistics, relative comparisons or other demographics of the group to be served. It should include information such as education levels, access to resources, community situations such as poverty level, race and unemployment, as applicable to the target population.	5
Describes the unmet need of the target population.	5
Describes how the need was determined, including how and what input was collected from the target population on the specific need.	5
Describes what conditions have prevented the applicant or other organizations from meeting the unmet need.	2
Builds a case for the project activities.	5
Includes information, statistics and/or anecdotal examples that document facts, support arguments, show interrelationships and demonstrate participation and support for the project. This information should be substantiated.	3
Assesses how the project fits within the applicant's mission and goals.	2

Project Impact	
Criteria	Possible Points (30 max)
Describes the benefit of the project on the target audience.	10
Describes a solution that is appropriate to address the identified need of the targeted population.	20
Project Implementation	
Criteria	Possible Points (30 max)
Provides a detailed description of the activities to be performed from the beginning to the end of the project.	10
Is a logical and appropriate process of implementation.	2
Includes a realistic timeline for project implementation.	2
Provides evidence that the project is feasible and achievable within the project period.	2
Includes an adequate and appropriate publicity plan for the project.	2
The resources described for the project are appropriate and sufficient to carry out the project.	2
A budget for the project that is realistic. All grant and matching funds must be related to the project activities being performed.	8
A budget that shows how all grant and matching amounts were calculated.	2

**Internet Safety Education
points**

0 or 9

Points for implementation of an Internet safety education program are determined and assigned by Division staff at the time of the Grants staff review. These points cannot be changed by panel members.

Either 0 or 9 points will be awarded to each applicant. All of the criteria must be met in order to receive the 9 additional points. These points can only be awarded to public libraries.

A public library shall receive 9 additional points, in accordance with Chapter 257.12 (3) *Florida Statutes*, if:

(1) It has adopted an interactive and age-appropriate Internet safety education program which has been endorsed by a government-sanctioned law enforcement agency or other reputable public safety advocacy organization and is designed for children and adults. The purpose of the Internet safety program is to promote the use of prudent online behavior and broaden awareness of users concerning online predators; and

(2) The annual number of persons who complete the library's program equals one percent or more of the total number of the library's registered borrowers from the preceding year.

The number of persons who complete the Internet safety education program and the number of registered borrowers of each library shall be reported in the library's Annual Statistical Report Form for Florida's Public Libraries. Participants completing the program as a result of strategic partnerships or collaboration between the library and other entities may be included in the annual report. A library that has not submitted an Annual Statistical Report should contact Division staff prior to the application deadline.